Attendance Report of Standing Committees:

Infrastructure Standing Committee

Members of committee	Number of meetings scheduled	Number of meetings held	Number of meetings attended	Number of meetings absent
Cllr. Z. Sikhosana	11	9	9	0
Cllr. S. Ngcongo	11	9	8	1
Cllr. X. Tshazi	11	9	8	1
Cllr. V. Mazelem	11	9	5	4
Cllr. B. Cira	11	9	8	1
Cllr. N. Mlonyana	11	9	6	3
Cllr. N. Bawana	11	9	6	3
Cllr. B. Mpabanga***	11	9	4	5

***Note: Cllr. Mpabanga was a late addition to the committee

Community and Social Services Standing Committee

Members of committee	Number of meetings scheduled	Number of meetings held	Number of meetings attended	Number of meetings absent
Cllr. V. Mhatu	11	9	7	2
Cllr. V. Mazelem	11	9	6	3
Cllr. B. Mncwabe	11	9	6	3
Cllr. K. Mgcwaba	11	9	8	1
Cllr. T. Sosibo	11	9	3	6
Cllr. V. Zaza	11	9	5	4
Cllr. S. Sofunani	11	9	6	3
Cllr. M. Mkhwalo	11	9	8	1

Administration and Human Resources Standing Committee

Members of committee	Number of meetings scheduled	Number of meetings held	Number of meetings attended	Number of meetings absent
Cllr. A. Ngqoyiya	11	7	7	0
Cllr. K. Thobela	11	7	6	1
Cllr. N. Duma	11	7	4	3
Cllr. B. Mbhele	11	7	7	0
Cllr. N. Langa	11	7	4	3
Cllr. J. Mzizi	11	7	3	4
Cllr. N. Magojo	11	7	5	2

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Planning, LED and Housing Standing Committee

Members of committee	Number of meetings scheduled	Number of meetings held	Number of meetings attended	Number of meetings absent
Cllr. F. Nguza	11	10	8	2
Cllr. Mgilane	11	10	6	4
Cllr. T. Sibiya	11	10	10	0
Cllr. E. Goodman	11	10	9	1
Cllr. D. Zulu	11	10	5	5
Cllr. B. Cira	11	10	5	5
Cllr. B. Mncwabe	11	10	5	5
Cllr. N. Langa	11	10	5	5
Cllr. V. Zaza	11	10	2	8
Cllr. N. Bawana	11	10	6	4
Cllr. B. Mbhele	11	10	8	2
Cllr. N. Duma	11	10	6	4
Cllr. N. Magojo	11	10	10	0
Cllr. J. Mzizi***	11	10	3	7
Cllr. B. Sibeni	11	10	6	3

***Note: Cllr. Mzizi was a late addition to the committee

Special Programmes Unit Standing Committee

Members of committee	Number of meetings scheduled	Number of meetings held	Number of meetings attended	Number of meetings absent
Cllr. N. Damoyi	11	8	7	1
Cllr. K. Mgcwaba	11	8	8	0
Cllr. N. Mkhwalo	11	8	5	3
Cllr. M. Dzanibe	11	8	3	5
Cllr. B. Sibeni	11	8	6	2
Cllr. X. Tshazi	11	8	6	2
Cllr. J. Mzizi	11	8	7	1
Cllr. E. Goodman	11	8	6	2

Budget and Treasury Standing Committee

Members of committee	Number of meetings scheduled	Number of meetings held	Number of meetings attended	Number of meetings absent
Cllr. B.M.P. Dzanibe	11	6	5	1
Cllr. N. Damoyi	11	6	6	0
Cllr. M. Msiya	11	6	4	2
Cllr. M. Tshibase	11	6	4	2
Cllr. S. Mntaka	11	6	5	1
Cllr. S. Sofunani	11	6	3	3
Cllr. M. Zulu	11	6	5	1
Cllr. M. Dzanibe	11	6	6	0
Cllr. B. Lukakayi***	11	6	3	3

***Note: Cllr. Lukakayi was a late addition to the committee

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Attendance of Executive Committee meetings

Members of committee	Number of meetings scheduled	Number of meetings held	Number of meetings attended	Number of meetings absent
Cllr. B.M.P. Dzanibe***	23	12	7	2
Cllr. M.B. Mpabanga***	23	12	3	0
Cllr. N. Damoyi	23	12	10	2
Cllr. Z. Sikhosana	23	12	10	2
Cllr. F. Nguza	23	12	10	2
Cllr. V. Mhatu	23	12	11	1
Cllr. S. Mgilane	23	12	8	4
Cllr. A. Ngqoyiya	23	12	8	4

***Note: Cllr. Dzanibe and Cllr. Mpabanga were late additions to the committee

5.3 Public participation and consultation

The main purpose of this function is to arouse public awareness and participation on areas such as the IDP, PMS, budget and project related issues. It is also in place to promote improved accountability and transparency. The municipality also developed a communication strategy that adresses public participation and, accountability and transparency.The municipaity embarks on a number of council open days, policy awareness meetings and various calendar events each financial year to draw the attention of the public.

The 2009/2010 financial year various initiatives involving the public were undertaken. Projects such as youth development, development of people with disability were carried out.

Below is a table detailing initiatives undertaken and to be carried out by the municipality through public participation and consultation.

Objective	Action	Responsibility	Timeframe	Status
To give the communities the opportunity to participate in their development.	IDP Izimbizo	IDP Manager, Public Participation / communications unit.	October / November 2008	Complete
	MPRA, Budget and IDP stakeholder consultation	IDP Manager/ Public Participation / communications unit.	October 2008	Complete
	2009/2010 IDP Rep Forum	IDP Manager/ Public Participation / communications unit.	September 2008	Complete
	Ward Consultation Meetings on projects	IDP Manager / Public Participation / communications unit.	November 2008	Complete
	IDP Alignment meeting with sector departments	IDP Manager/ Public Participation / communications unit.	March 2009	Complete
	Umzimkhulu Intergovernmental Relations	Public Participation/ communications unit	quarterly	Ongoing

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Objective	Action	Responsibility	Timeframe	Status
To inform Communities about Role of Local government	Public Education	Communications Unit, Public Participation Unit, Special Programmes unit,	November 2008	Complete
To build good relationship between the Municipality and the Media	Engage the media on municipality's programmes through Media Briefing Session	Communications Unit and the Municipality's Principals	Ongoing	Ongoing
Monitoring of Media	Collection of all media articles with Municipality's issues	Communications Unit	Ongoing	Ongoing
	Budget Izimbizo	Public Participation Unit, Communications Unit, Councillors, Finance Department.	April 2009	Complete
To market the Municipality and showcase its best practices	Development of Municipality's News Letter	Communications Unit, GCIS(Sisonke District Municipality)	quarterly	Ongoing
To inform communities about the municipal property rates Act	MPRA outreach programme	Finance dept. , Public participation & Communications Unit	October / November 2008	Initiated
To facilitate intergovernmental dialog with local and provincial departments			February 2009	Ongoing

5.4 Monitoring and Evaluation

Monitoring and evaluation is made up of three focus areas, namely, the perfomance management system, compilation of the IDP, and monitoring snd evaluation of staff.

During the financial year under review, the IDP was compiled and reviewed. The PMS framework was complied along with the organisational scorecards and the pair is currently being implemented. Quarterly reports are submitted in terms of the organisational scorecards, which are then audited by the internal audit team. Relevant training was conducted for councillors as well as officials.

The monitoting and evaluation processes are all undertaken towards the compilation of the annual performance report.

The compilation of the municipal management strategy as well as the monitoring and evaluation there of was also undertaken fro the 2010/2011 financial year. It was adopted during April 2010.

5.5 Risk Management Strategy

The risk management strategy is based on the MFMA as well as the King's report. It is applicable to the whole organisation.

According to the Institution enterprise and risk management strategy, risk mangement should be applied to the entire municipal institution.

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During the financial year under review, the following activities took place:

- conducted an annual risk assesment on which the annual risk plan as well as internal audit plan is based on.
- conducted an awareness campaign on fraud prevention
- risk management staff received continuous training on risk management.

A major challenged faced by the risk management department is the lack of understanding of the role of risk mangement within the institution and how it benefits the institution as a whole. As a result, it becomes difficult to interact with individuals and extract information.

As a remedial action, the municipality has raised awareness around the institutional enterprise risk management framework which entails all policies, strategic plans and documents pertaining to risk management.

5.6 Ward committee' establishment and functionality

The municipality has paid close attention to the performance of its governance structures during the financial year under review, particularly that of its ward committees. The municipality has attempted to address the challenges of lack of understanding of local government legislation, rural vastness, lack of institutional capacity and limited and resources to implement programmes by facilitating training of secretaries and administrative support personnel on meeting procedures, minute-taking and record keeping and also training ward committee members on their roles and responsibilities and the implications of various legislative mandates. These initiatives have fostered good relationships with all ward committees and have also assisted in the establishment of functioning ward committees.

Below is a summary of attendance at ward committee meetings. The information was compiled from the minutes of meeting submitted to council. The reader's attention is drawn to the fact that some ward committee members did join the committee at a later stage than some members and this will affect the percentage total for attendance.

Umzimkhulu ward councillors: committed to servicing the people

Ward Committee Meetings: Attendance

Ward Councillor	Ward	Number of members	Percentage of scheduled meetings held	Average attendance by all members
Cllr. A. Ngqoyiya	Ward 1	10	100%	100%
Cllr. M.B. Mpabanga	Ward 2	8	100%	94.8%
Cllr. Gumede	Ward 3	10	100%	94.2%
Cllr. S. Sofunani-Nkala	Ward 4	10	100%	86.7%
Cllr. M. Zulu	Ward 5	10	100%	85.0%
Cllr. N. Bawana	Ward 6	9	100%	77.8%
Cllr. T. Sibiya	Ward 7	10	100%	84.2%
Cllr. S. Mgilane	Ward 8	10	100%	96.7%
Cllr. V. Mazelem	Ward 10	10	100%	69.2%
Cllr. D.J. Zulu	Ward 11	10	100%	90.0%
Cllr. T.Sosibo	Ward 12	10	100%	67.5%
Cllr. K. Tobela	Ward 13	10	100%	87.5%
Cllr. M. Tshibase	Ward 14	10	100%	69.2%
Cllr. X. Tshazi	Ward 15	10	100%	84.2%
Cllr. S. Mntaka	Ward 16	10	100%	85.0%
Cllr. V. Mhatu	Ward 17	10	100%	85.2%
Cllr. N. Magojo	Ward 18	9	100%	85.8%

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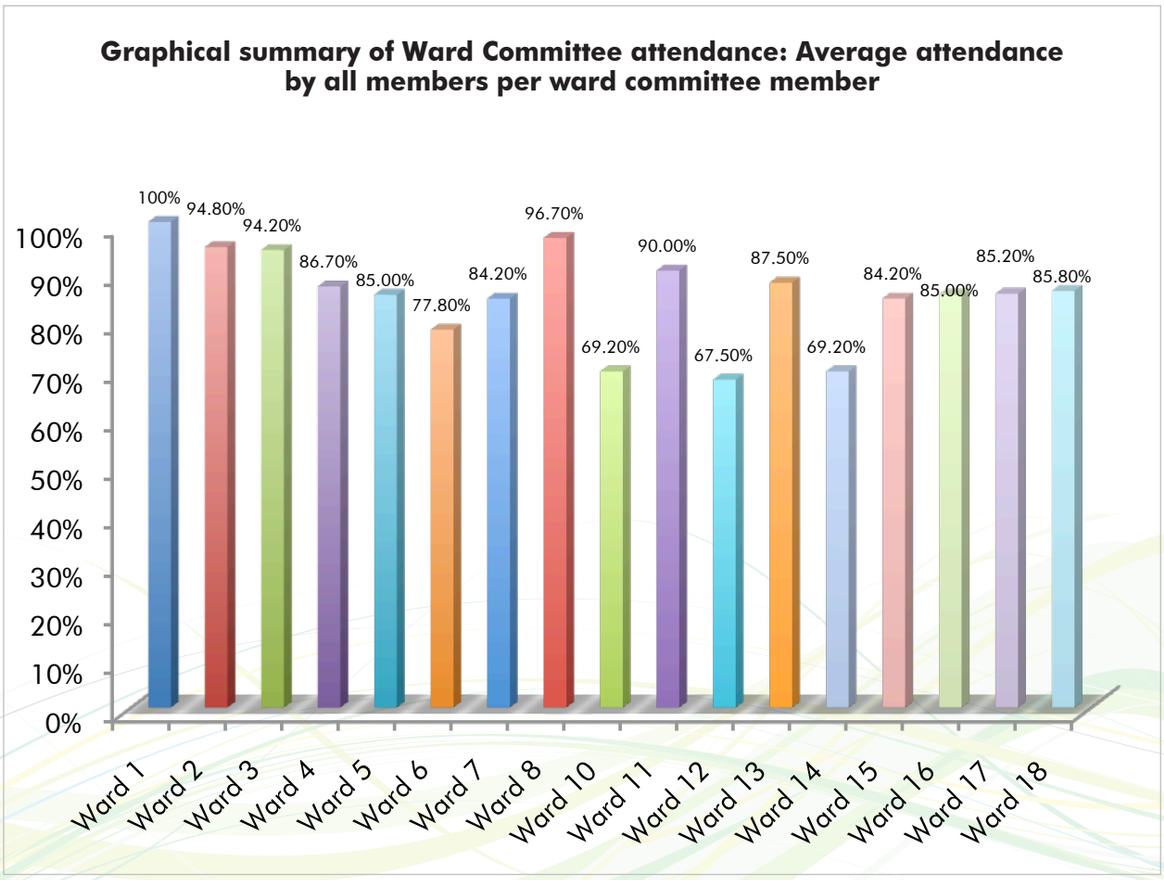

Public Participation

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